

**Re: Special Notice for Workforce Transition Act Termination Costs**

**To: Budget Officers of All State Agencies**

*Please distribute this notice to other staff in your agency that should know this information.*

The Workforce Transition Act of 1995\* (WTA) contains special provisions for the compensation of state employees involuntarily separated from state government. DPB understands that some state agencies may have to utilize such involuntary separations to achieve necessary savings during the current economic crisis. The new subobject codes offered in this notice will allow for the necessary accounting of WTA costs.

In an effort to track WTA costs, we established nine new subobject codes to be effective immediately. Agencies will continue to record expenses in the program and subprogram where these expenses occur. We request that if you already recorded expenditures for WTA in FY 2003, that you prepare an ATV to reclassify the expenses with the new subobject codes.

We will update the expenditure structure on our website by mid-September. If you have any questions about implementation of these codes, call Gary Janak, at 786-2200. Gary is the DPB analyst responsible for maintaining the subobject code structure.

\* The Workforce Transition Act of 1995 is found in Title 2.2, Chapter 32 of the Virginia Code.

**1170, WTA – Workforce Transition Act Termination Personal Service Costs:** Includes expenditures for final compensation costs associated with the termination of employees under the provisions of the Workforce Transition (WTA) Act of 1995, Title 2.2, Chapter 32 of the Virginia Code: §2.2-3202. [Eff. 7-1-02]

1171, WTA - Payments for Transitional Severance Benefits: Include expenses for payments of severance to employees eligible for severance benefits allowed under §2.2-3203 of the Virginia Code. Charge expenditures for WTA related retirement to 1175. [Eff. 7-1-02.]

1172, WTA - Federal Old-Age Insurance for Salaried State Employees: Include expenses of Contribution Fund for old-age and survivors' benefits for salaried state employees (*Social Security*) provided for the severance benefit of employees involuntarily separated under the WTA Act of 1995. [Eff. 7-1-02.]

1173, WTA - Medical/Hospitalization Insurance: Include expenses of group medical/hospitalization insurance program provided for the benefit of employees involuntarily separated under the WTA Act of 1995. [Eff. 7-1-02.]

1174, WTA - Group Life Insurance: Include expenses of group life insurance program provided for the benefit of employees involuntarily separated under the WTA Act of 1995. [Eff. 7-1-02.]

1175, WTA - Early Retirement Payments: Include expenses for special payments for employees eligible for retirement allowed under §2.2-3204 of the Virginia Code. [Eff. 7-1-02.]

1176, WTA - Salaries, Annual Leave Balances: Include expenses for final compensation to eligible employees participating in the WTA Act of 1995 for their annual leave balances. [Eff. 7-1-02.]

1177. Salaries, Sick Leave Balances: Include expenses for final compensation to eligible employees participating in the WTA Act of 1995 for their sick leave balances up to the specified limit. Include the payout of disability credits for employees participating in the Virginia Sickness and Disability Program [Eff. 7-1-02.]

1178. WTA - Salaries, Compensatory Leave Balances: Include expenses for final compensation to eligible employees participating in the WTA Act of 1995 for their compensatory time earned but not taken. [Eff. 7-1-02.]

1179. WTA - Unemployment Compensation Awards: Include expenses for unemployment compensation payments (insurance and claims) to employees participating in the WTA Act of 1995. [Eff. 7-1-02.]